***This outline may or may not change depending on what was agreed upon by the Sponsor and Trainer. In some circumstances, the schedule below is adapted to fit the needs that best serve their local community. Please verify with the Sponsor that the schedule below is correct.***

## training Schedule: DAY ONE

**9 am – 6 pm**

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| **Topic** | **Discussion Points** | **Duration** |
| **Welcome and Intros**  **9:00 AM – 10:30 AM** | Welcome – Introduce yourself, have participants introduce themselves to you  Training Purpose/Acknowledgement  Orientation – Vision – Tension/Transformation  What is transformation?  What is a Leader?  L – learner  E – ears to hear  A – adaptable  D – direction  E – environment  R – resource and responsibility | 1 ½ hours |
| **Orientation**  **10:45 AM – 12:00 PM** | Paradigms  Thumbs Up Exercise  Paradigms, How To Participate  Ground Rules  Dyads  Quote & Open Sharing | 1 ½ hours |
| **Self Assessment Exercise**  **1:00 PM – 3:45 PM** | Gather in groups of three, Partner A is the speaker, Partner B is the listener and Partner C is the observer. Partner A completes the sentence stems, B listen and C observes attitude and mood. Then they shift roles and go again. Then once again.  Open Sharing on the process | 2 ¾ hours |

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| **Topic** | **Discussion Points** | | **Duration** |
| ***BREAK 3:45 PM – 4:00 PM (slide 45)*** | |  |  |
| **Difficult Conversations**  **4:00 PM – 4:30 PM** | Belief Chart  Impact vs. Intent | | 30 minutes |
| **Cordial Hypocrisy &**  **Assessments**  **4:30 PM – 5:15 PM** | What is Cordial Hypocrisy?  Define Assessments  Sharing Assessments  Quote | | 45 minutes |
| **Forgiveness**  **5:15 PM – 6:00 PM** | Define what “Getting Off It” means  Quotes  Script  Dyads  Getting of It Homework  Wrap Up  Quote | | 45 minutes |

## TRAINING Schedule: DAY TWO

**9 am – 6 pm**

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| **Topic** | **Discussion Points** | | **Duration** |
| **Welcome/Recap**  **from prior day**  **9:00 AM – 10:15 AM** | Open Sharing from “Getting Off It” Homework  1. What did you get off and with whom?  2. Were you surprised by anything, if so, what was it?  3. What did you notice about your attitude or mood in the process?  STOP IT Movie Clip | | 1 ¼ hours |
| **Power & Affirmation**  **Exercise**  **10:30 AM – 12:30 PM** | 1. Tee Up first part of exercise  2. Begin exchange; after all cards are exchanged move to debrief.  3. Explain 2nd part of the exercise  4. Have participants engage process (something they can do there) | | 15 min  1 ½ hours  15 min |
| ***LUNCH BREAK 12:30 PM – 1:30 PM (slide 89)*** | |  |  |
| **Open Sharing**  **1:30 PM – 1:45 PM** | Sharing learning, realizations, insights from the morning | | 15 min |
| **Regrets/Vision**  **1:45 PM – 2:45 PM** | Ask participants to write down all of their regrets, allow time for journaling.  Then ask them to write all of their dreams, vision, goals etc…  Chart amount of energy spent on regrets – highlight that is energy not available for their vision – then take open sharing  Scriptures on everyone having a place, a gift to give | | 10 min  10 min  30 min  10 min |

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| **Topic** | **Discussion Points** | **Duration** |
| **Personal Declarations**  **3:00 PM – 4:00 PM** | Personal Leadership Branding  Creating a personal leadership brand  Working with your small group to hone your declaration  Standing in front of the entire room to make your declaration | 1 hour |
| **Conversations for Action**  **4:00 PM – 4:45 PM** | Promising & Requesting & Debrief Promise & Request   1. Individually, write down 10 specific actions that you will take to support your team declaration. Include timelines for each action, be sure to include actions that you can start right away and within the next 24hours, 48 hours, 72 hours, next week, 2 weeks, 3 weeks, a month from now. They will have a marked Calendar. 2. Include the distinctions of declaration, promise and request 3. Be prepared to share them with the group and give and receive feedback to support clarity. | 30 min |
| **Appreciation Mingle**  **4:45 PM – 5:00 PM** | Have participants mingle with each other, sharing ways that they have appreciated their fellow employees participation during the past 2 days, be specific. | 15 minutes |
| **Wrap Up Day 2**  **5:00 PM – 5:30 PM** | 1. Wrap up conversation  2. Complete Feedback Forms  3. Receive Offering | 30 minutes |